



# MONTANA FISH, WILDLIFE & PARKS

## Pre-Bid Conference Minutes Giant Springs Hatchery Reroofing (Rebid 2) FWP #19-01

March 14, 2019  
10:00 am  
4805 Giant Springs Road, Great Falls

### Attendees:

| Affiliation                    | Name         | Phone #      | email  |
|--------------------------------|--------------|--------------|--|
| Ace Roofing                    | Kevin Gilman | 406-578-2107 | <a href="mailto:jakemagalsky@aceroofingmt.com">jakemagalsky@aceroofingmt.com</a> |
| Meridian Construction          | Sean Mason   | 406-942-2675 | <a href="mailto:seanwmason@live.com">seanwmason@live.com</a>                     |
| Artistic Exteriors 2           | Paul Kessler | 406-231-8719 | <a href="mailto:pdavidkessler143@gmail.com">pdavidkessler143@gmail.com</a>       |
| Electric City Roofing          | Kris Cron    | 406-868-4579 | <a href="mailto:KrisjCron@gmail.com">KrisjCron@gmail.com</a>                     |
| Mike Murphy Roofing            | Mike Murphy  | 406-590-7433 | <a href="mailto:murphcat9155@hotmail.com">murphcat9155@hotmail.com</a>           |
| HI-C                           | Josh Robles  | 406-781-6068 | <a href="mailto:jracf2007@gmail.com">jracf2007@gmail.com</a>                     |
| Pinnacle Contracting LLC       | Cody Hogsett | 406-249-3581 | <a href="mailto:pinncon406@gmail.com">pinncon406@gmail.com</a>                   |
| Montana Fish, Wildlife & Parks | Phil Jagoda  | 406-841-4009 | <a href="mailto:Phillip.Jagoda@mt.gov">Phillip.Jagoda@mt.gov</a>                 |

### Introduction: Phil Jagoda was introduced as the MT FWP Project Manager

- **Bid Date:** Bids will be opened on March 27, 2019 at 3:00 pm at the MT FWP Design and Construction Office in Helena, 1522 9<sup>th</sup> Ave.
- **Submit bid to:** Address to submit bids is 1522 9<sup>th</sup> Avenue, PO Box 200701, Helena, MT 59620-0701. Be aware of potential mail delays with USPS (Postal Service) and the FWP Central Mail Service.
- **Montana Gov Delivery:** Bid documents are found online at:  
<http://fwp.mt.gov/doingBusiness/DesignAndConstruction/upcomingBidOpenings.html>  
Sign up on the FWP **Upcoming Bid Opening Page** to receive all changes to and updates to the website. Receive e-mail notification of new projects, addendums, and pre-bid sign in sheets posted to the FWP web site. (Sign up under **Design & Construction**, if you sign up under Fish Wildlife & Parks it will give you everything happening in all of Montana Fish Wildlife & Parks).
- **Contractor Registration:** Contractor Registration with the Department of Labor and Industry is not required to Bid the project. However, registration is required prior to contract initiation.
- **Bid Package Submittal:** bid shall include all items listed in Instruction to Bidders including:
  - a. Sealed envelope with address and project information
  - b. Bid Proposal
  - c. Bid Security
  - d. Acknowledgement of any AddendumsBids may be modified or withdrawn up to the bid opening. Contractors were warned to make sure bids are sent early as the State Central Mail system can delay delivery of bids. Contractors were asked to please review the Instruction to Bidders Section of the Contract Documents carefully prior to submitting a bid.
- **Bid bond - 10% of total bid:** bid security may be in the form of bid bonds, cashier's check,

certified check or bank money order payable to the State of Montana. Personal checks will not be accepted

- **Performance Bond, Labor and Materials Bond:** Successful bidder will be required to provide a Performance Bond and a Labor & Materials Bond in the amount of 100% of bid.
- **Insurance:** The successful bidder will be required to provide insurance as listed in the Contract Documents. Liability insurance shall be \$1 million per occurrence and \$2 million aggregate. Insurance must cover vehicles used by the company. Listing the State of Montana as additional insured is required.
- **Review proposal items:** The base bid for this project includes reroofing of 6 structures at the site with 30 yr. architectural asphalt shingles, gutters and downspouts, and incidentals. The alternate bid is for delta rib metal roofing system on the same structures, gutters and downspouts and incidentals. Award will be made to the lowest responsible bidder.
- **Project Budget:** Estimated project cost is approx. \$55,000.
- **Fish, Wildlife and Parks supplied materials:** FWP will not be supplying any materials for this project.
- **Project Schedule:** Contract time is 45 consecutive calendar days. Project may start after contracts are signed and Notice to Proceed is issued.  
Liquidated Damages - \$100 per calendar day
- **Addenda:** None to-date. Be sure to use acknowledge any Addendums issued on bid form. No addenda will be posted after March 20. Notification of addenda will be automatically sent to those who have signed up to receive notifications from the FWP Design & Construction website.
- **Interpretations and Substitution Requests:** Interpretations and/or substitution requests are due in writing by March 17<sup>th</sup>.
- **Montana Prevailing Wage Rates:** The project is subject to Montana prevailing wage rates.
- **Two Year Warranty:** This project is subject to a two-year warranty period.
- **Payment:** Pay requests will be processed on a 30 Day frequency. The standard 5% retainage will be withheld until project is accepted & final closeout paperwork is completed. All payments are subject to 1% DOR withholding.
- **As-Built Drawings:** Contractor will be required to maintain a set of As-Built drawings; considered to be part of Contract Close Out Documents.
- **Supervision:** Contractor is required to have a qualified supervisor on-site during construction.
- **Federal Debarment Form:** Not required for this project.
- **Site Responsibilities:** Contractor required to provide port-a-jon for employees, FWP facilities not available. FWP & public access needs to be maintained and daily clean-up will be required.
- **Technical Specifications and Special Provisions:** Contractor responsible to obtain building permit, if required. Working hours 8 am-5 pm M-F, can be adjusted if approved by FWP on-site staff. Incidentals included as part of work Section 011000 Part 1.3(A)(2) & drawing sheet 2. Removal of asbestos containing flashing tar on Fish Health lab – review report for proper

removal/disposal procedures.

- **Project Walk-through:** Attendees toured the project site.

### **Contractor Questions and Answers**

1. *Question: Is there any current damage to roof sheathing?*
  - Answer: Not to our knowledge, if any damage is found during the roof stripping process the FWP project manager is to be notified.
2. *Question: For the Delta Rib metal roof, are any accessories such as snow stops to be installed?*
  - Answer: No snow stops are included in the work.
3. *Question: Can the adjusters sketches be available for viewing?*
  - Answer: The adjusters sketches will be made available for viewing and attached to these meeting minutes.
4. *Question: What size and type of gutters should be used?*
  - Answer: The standard 5" K-style aluminum gutters and 2"x3" downspouts can be used.
5. *Question: What colors will be used?*
  - Answer: The facility manager will pick the shingle & gutter/downspout colors once the contracts are in place with the successful bidder.
6. *Question: Are safety tie-offs required?*
  - Answer: The contractor will be responsible to meet all applicable OSHA safety regulations & guidelines.
7. *Question: Can the materials be stored on site?*
  - Answer: Yes the materials can be stored on site with the facility managers approval of locations.
8. *Question: How far is the Landfill from the site for asbestos disposal?*

Answer: The High Plains Landfill is about 13 miles to the north. Contractors should contact Montana Waste Systems to get accurate information for disposal and review the asbestos report prepared by TD&H Engineering included in the bid document.
9. *Question: Is a building permit required for the project?*

Answer: The site is just outside of the City Limits but it is recommended that the Contractor contact the City to confirm whether a permit is required.
10. *Question: Is there a set start date for the project?*

Answer: No, a date will be agreed upon after contracts are executed then the Notice to Proceed will be issued.









